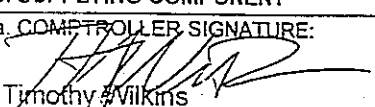
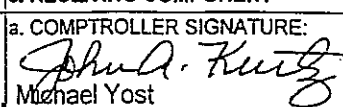

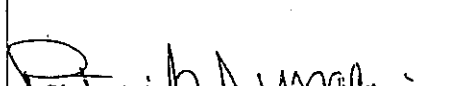
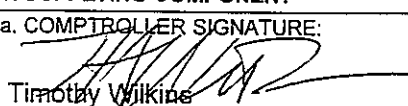



SUPPORT AGREEMENT

1. AGREEMENT NUMBER (Provided by Supplier) N62649-99091-300		2. SUPERSEDED AGREE NO. (If it replaces another agreement) NEW		3. EFFECTIVE DATE: (MMDDYY) 4/1/99		4. EXPIRATION DATE: Indefinite <input checked="" type="checkbox"/> <input type="checkbox"/>	
5. SUPPLYING ACTIVITY				6. RECEIVING ACTIVITY			
a. NAME AND ADDRESS U.S. Fleet & Industrial Supply Center PSC 473 Box 11 FPO AP 96349-1500 TELE / FAX / EMAIL: DSN: 243-8483 FAX: DSN 243-6184				a. NAME AND ADDRESS Defense Distribution Center Attn: DDC-RM New Cumberland, PA 17070 for: Defense Distribution Depot Yokosuka, Japan TELE / FAX / EMAIL: RECEIVER POC:			
b. MAJOR COMMAND NAVSUPSYSCOM				b. MAJOR COMMAND Defense Logistics Agency			
7. SUPPORT PROVIDED BY SUPPLIER							
a. SUPPORT (Specify what, when, where, and how much)				b. BASIS FOR REIMBURSEMENT		c. ESTIMATED REIMBURSEMENT	
				Total Est Reimbursement		FY99	FY00
						\$ 70,395	\$169,620
				Total Est Non-Reimbursement:		See Funding Annex for cost breakdown.	
SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/>							
8. SUPPLYING COMPONENT				9. RECEIVING COMPONENT			
a. COMPTROLLER SIGNATURE:  Timothy Wilkins LCDR, SC, USN		b. DATE SIGNED 15 APR 99		a. COMPTROLLER SIGNATURE:  Michael Yost		b. DATE SIGNED 6/4/99	
c. APPROVING AUTHORITY (1) Typed Name J.G. Ripperton, CAPT, SC, USN				c. APPROVING AUTHORITY (1) Typed Name Phyllis C. Campbell			
(2) Organization Commanding Officer FISC, Yokosuka, Japan		(3) Telephone Number DSN 243-7077 Comm: 81-311-743-7077		(2) Organization Deputy Commander Def Dist Cntr, New Cumb PA		(3) Telephone Number DSN: Comm: 717-	
(4) Signature 		(5) Date Signed 4/15/99		(4) Signature 		(5) Date Signed	
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date.)							
a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED		a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED	

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b. MAJOR COMMAND NAVSUPSYSCOM				b. MAJOR COMMAND Defense Logistics Agency			
7. SUPPORT PROVIDED BY SUPPLIER							
a. SUPPORT (Specify what, when, where, and how much)				b. BASIS FOR REIMBURSEMENT		c. ESTIMATED REIMBURSEMENT	
				Total Est Reimbursement Total Est Non-Reimbursement:		FY99 \$ 70,395	
						FY00 \$ 169,620	
						See Funding Annex for cost breakdown.	
SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/>							
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c. APPROVING AUTHORITY				c. APPROVING AUTHORITY			
(1) Typed Name J.G. Ripperton, CAPT, SC, USN				(1) Typed Name Phyllis C. Campbell			
(2) Organization Commanding Officer FISC, Yokosuka, Japan		(3) Telephone Number DSN 243-7077 Comm: 81-311-743-7077		(2) Organization Deputy Commander Def Dist Cntr, New Cumb PA		(3) Telephone Number DSN: Comm: 717-	
(4) Signature 		(5) Date Signed 4/15/99		(4) Signature		(5) Date Signed	
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date.)							
a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED		a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED	

11. GENERAL PROVISIONS (Complete blank spaces and add additional general provisions as appropriate: e.g., exceptions to printed provisions, additional parties to this agreement, billing, and reimbursement instructions.)

- a. The receiving components will provide the supplying component projections of requested support. (Significant changes in the receiving component's support requirements should be submitted to the supplying component in a manner that will permit timely modification of resource requirements.)
- b. It is the responsibility of the supplying component to bring any required or requested change in support to the attention of
Defense Distribution Center, New Cumberland, PA 17070 _____ prior to changing or cancelling support.
- c. The component providing reimbursable support in this agreement will submit statements of costs to:
Defense Distribution Center, Attn: DDC-RM, New Cumberland, PA 17070 _____
- d. All rates expressing the unit of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, DoD directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.
- e. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.
- f. In case of mobilization or other emergency, this agreement will remain in force only within supplier's capabilities.
- g. Hereafter, FISC will be referred to as the Supplier and Defense Distribution Depot, Yokosuka, Japan will be referred to as the Receiver.
- h. Authority: DRMD-902 which directs FISC to transfer all physical distribution operations and supporting staff to Defense Logistics Agency (DLA).
- i. Reference: Master Memorandum of Agreement (MOA) between the Defense Logistics Agency and Naval Supply Systems Command executed 25 February 1999.
- j. DDC agrees to provide FISC, Yokosuka, on a quarterly basis, a Military Interdepartmental Purchase Request (MIPR) authorizing funds for support services listed in Appendix I. This order will reflect funding citation and authorized amount for services furnished. Funding for support in excess of, or not listed on this agreement, will be required under separate order. Billings will be submitted monthly and will reference the agreement number.

ADDITIONAL GENERAL PROVISIONS ATTACHED: ☐

12. SPECIFIC PROVISIONS (As appropriate: e.g., location and size of occupied facilities, unique supplier and receiver responsibilities, conditions, requirements, quality standards, and criteria for measurement/reimbursement of unique requirements.)

ADDITIONAL SPECIFIC PROVISIONS ATTACHED:

☒

ANNEX I
GENERAL PROVISIONS

- a. The intent of the NAVSUP & DLA MOA is to provide guidelines for the transfer of functional site specific support as identified in this locally developed ISA.
- b. All FISC, DDC, DDYJ Commands agree to keep the other fully informed on news of mutual interest or impact and to clear significant system or procedural changes impacting the other command. In areas including space, facilities, service requirements, significant workload changes, safety and health matters, security, etc.
- c. This Inter Service Support Agreement is between Defense Distribution Center (DDC) New Cumberland, PA. and US Fleet and Industrial Supply Center (FISC), Yokosuka, Japan.
- d. The purpose of this agreement is to outline the basic community/area type support provided by FISC for DDYJ.
- e. Definition of the terms "Supplier" and "Receiver" as utilized in this agreement.

SUPPLIER: FISC, FPO AP 96349-1500

RECEIVER: DDC, acting for Defense Depot Yokosuka, Japan located at Yokosuka and Yokohama, Japan, and for some support areas for the Sasebo detachment.

- f. Average total assigned strength of receiver:

<u>Military</u>	<u>US Civilians</u>	<u>MLC</u>	<u>Total</u>
35	38	393	466

- g. Funding and reimbursement arrangement:

- (1) Receiver will forward a Military Interdepartmental Purchase Request (MIPR), DD form 448, to the supplier for reimbursable support/services outlined in this agreement. Acceptance of MIPR will indicate that support will be provided through reimbursement: direct citation of receiver funds is not authorized unless specifically specified in this agreement. Supplier will be responsible to indicate complete mailing address and telephone number for receiver to send MIPRs.
- (2) Billing and supporting documentation and SF 1080s will indicate category code of support, ISA number, and MIPR number.

*The supplier will provide an attachment of this agreement to the receiver to indicate how reimbursement charges are computed. Cost factors will be provided annually at the beginning of each fiscal year, not later than 31 Oct to DDC, New Cumberland, PA. 17070-5001 and FISC, FPO AP 96349-1500. Data worksheets will be provided to detail computation of all reimbursable support provided to the receiver.

- (3) Each SF1080, and required supporting documentation, will identify the applicable organization providing the support.
- (4) Support detailed in this document is provided IAW Department of Defense Instruction (DODI) 4000.19 and any applicable documents.

Specific Provisions Non-Standard

Agreement_Nbr **N62649-99091-300**

ADMIN Administrative Services

Includes technical support for presentation preparation and other miscellaneous administrative support.

Supplier will:

1. Provide presentation technical support and assistance as needed.
- ✓2. Continue to provide existing parking privileges to DDYJ personnel at F and J compounds and ensuring MLC personnel do not lose established seniority status on FISC parking pass list.
- 3. Ensure DDYJ personnel are included in training opportunities to keep their individual development plans (IDPs) current and maintain existing automated data base to track the minimum 40 hr training requirement.
- 4. Prepare cost estimates for PCS travel orders for DDYJ personnel transferring in/out of Japan.
- 5. Provide assistance with processing of country clearances as needed.
6. Provide Non-combatant Evacuation Operations (NEO) assistance.

Receiver will:

1. Request assistance from supplier as needed.
2. Turn in FISC parking passes upon termination of employment.
3. Request training that may be provided by or through the supplier.
4. Provide supplier with proof of training taken to ensure entry into automated training data base.
5. Comply with regulations relative to NEO.

ADP Automated Data Processing and Automation Services

Includes data processing services and systems analysis for non-DSS specific ADP issues.

Supplier will:

1. Provide Receiver with Telecommunications support services to include the following specifics:
 - OK a. Installation and maintenance of LAN connectivity for all workstations.
 - OK b. Service and support for all LAN equipment to include data communications (datacom) problem troubleshooting and resolution, datacom hardware operating system software version maintenance and datacom hardware configuration and upgrades.
 - OK c. Notification in advance of planned communication equipment downtime.
 - d. Network infrastructure performance monitoring, i.e., hubs, routers, and switches.
 - e. WAN/LAN design services.
2. Provide Receiver with Local Area Network (LAN) administrative services to include the following specifics:
 - a. Electronic mail access and administrative services.
 - b. LAN user maintenance.
 - c. Perform Y2K testing on all Receiver's PCs and provide verification documentation to the Receiver.
3. Provide Receiver with programming support to include the following specifics:
 - a. Support for programs and databases developed by FISC Automated Information Systems department, to include upgrades and Y2K conversion requirements.
4. Provide Receiver with workstation support to include the following specifics:

a. Respond to all hardware, common office automation applications and operating system (OS) trouble tickets to include equipment under warranty.

5. Provide AIS Security IAW DOD directive 5200.28 and other governing regulations to include:

- Coordinate/provide data protection and integrity.
- Provide duties of the Information Systems Security Office (ISSO) by providing and coordinating user password user access for LAN access to the receiver's ADP ISSO and Terminal Area Security Officers (TASO).

Receiver will:

1. Provide spare parts as required for in-house equipment repairs.
2. Provide warranty information to include serial numbers, warranty expiration dates, and point of contact for service calls.
3. Provide timely requests to the supplier for installations, relocations, and disconnections for telephone, cable systems, and WAN/LAN components.
4. Be responsible for the procurement and funding for new or replacement equipment.
5. Use FISC Automated Information Systems Request (AISR) form 5230/56 when requesting non-trouble call services from FISC AIS.
6. Perform TASO duties in accordance with AR 380-190 for designated areas and system.

CIVPERS SVCS Civilian Personnel Services

Includes liaison and coordination with HRO/HRSC offices for personnel support for USCS and MLC employees.

Supplier will:

1. Act as DDC liaison and executor of personnel actions in theater.
 - Work with HRO Japan and HRSC Hawaii to execute all personnel actions except classification and complete all paperwork (SF52's and SF50's) for approximately 38 USCS.
 - Execute personnel actions and complete all paperwork (PARS and PWOs) for approximately 393 Master Labor Contract (MLC) employees to include Position Management Analysis Review.
2. Coordinate all actions with DDC Personnel Office prior to execution.
 - Seek approval from DDC Personnel Office on all recruitment actions prior to submitting to HRO.
 - Provide feedback and status on open actions.
 - Ensure personnel do not exceed authorized FTE levels (both USCS and MLC).
3. Act as DDC liaison in all employee/management relations and services, i.e. CEAP, EEO, Disciplinary (USCS) and Administrative Remedial Actions (MLC), Overseas Allowances, Performance Appraisals and Awards.
4. Provide EML Orders support.

Receiver will:

1. Provide all DLA and DDC regulations, policies and guidance regarding employee relations, hiring and firing and EEO.
2. Provide timely turnaround to FISC personnel liaison on approval or disapproval of personnel actions.
3. Provide finalized classification actions for USCS personnel.

COMM Communication Services

Includes liaison services for dedicated communications services and telephone equipment. May also include leasing of communication equipment, lines, and special communications-electronics equipment services.

Supplier will:

1. Act as a liaison to provide telephone lines with local and DSN calling capabilities.
2. Act as a liaison for maintenance of the telephone systems to include problem solving and troubleshooting.
3. Act as a liaison to have telephone outages restored upon notification by the receiver.

4. Act as a liaison for relocations, disconnections, and installations of telephone system in accordance with local policies, upon request of the receiver.
5. Receipt, provide accountability, and perform "fill" procedures for the COMSEC STU III key.
6. Ensure destruction of COMSEC STU III key, when applicable.
7. Provide all aspects of message center support.

Receiver will:

1. Provide timely requests to the supplier for relocations, disconnections and installations of telephone service.
2. Submit request to the supplier for telecommunications requirements, detailing needs.
3. Coordinate/provide the COMSEC STU III key to the supplier.
4. Provide the STU III telephone and compatible secure FAX.
5. Re-key terminal at the direction of the supplier.
6. Provide supplier with electronically formatted messages.

CUSTODIAL Custodial Services

Includes liaison services for janitorial and cleaning services for customer occupied or used facilities and areas.

Supplier will:

1. Act as liaison for janitorial services to all DDYJ spaces according to the custodial contract.

Receiver will:

1. Advise the liaison of all requirements and changes to requirements.
2. Comply with terms of the contract.

DISASTER Disaster Preparedness

Includes liaison services for the operation of disaster preparedness programs and related services, equipment and facility support for emergencies and wartime operations.

Supplier will:

1. Act as a liaison for disaster preparedness programs and response for support, including training and equipment.
2. Act as a liason to provide or program for emergencies.

Receiver will:

1. Request services as needed.
2. Comply with all directives on disaster preparedness.
3. Secure and purchase necessary equipment as needed.

ENTOMOLOGY Entomology Services

Includes liaison services for the abatement and control measures directed against insects, rodents, weeds, fungi, and other animals or plants that are determined to be undesirable in buildings, equipment, supplies, and on grounds.

Supplier will:

1. Act as a liaison for insect and rodent control as required.

Receiver will:

1. Request services as needed.
2. Comply with all directives and the terms of the contract.

ENVIR CLEAN Environmental Cleanup

Includes liaison services for collection, clean-up, transportation, and disposal of hazardous wastes.

Supplier will:

1. Act as a point of contact for CNFJ and GOJ.
2. Provide technical guidance and assistance to the receiver in the management, training, packaging, storage and disposal of hazardous wastes.
3. Assign hazardous waste accumulation points as needed.

Receiver will:

1. Comply with all applicable environmental laws and regulations and supply information as required or as requested.
2. Designate a representative for hazardous waste and management.
3. Ensure all hazardous waste is identified, properly packaged, labeled, and funded for disposal in accordance with FISC/PWC/CFAS/CFAY Hazardous Waste MOU and other Host instruction.
4. Maintain any assigned hazardous waste accumulation points/storage areas in accordance with applicable directives.

ENVIR COMPLY Environmental Compliance

Includes liaison services for recycling and resource recovery programs, pollution prevention, environmental compliance, and programs aimed at management and control of hazardous materials -- does not include clean-up and disposal of hazardous wastes.

Supplier will:

1. Provide receiver with applicable US, Host Nation and Navy regulations regarding compliance.
2. Provide life-cycle management of hazardous material in accordance with the FISC Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP).
3. Provide Hazardous Material Minimization Support in accordance with the FISC, Yokosuka Hazardous Material Minimization Center business rules.
4. Provide an itemized billing document to the FISC Comptroller Department and the DDC Comptroller (through DDYJ) on a monthly basis.
5. Utilize the Hazardous Inventory Control System (HICS) to requisition, receive, and issue re-use materials, and to track HM through its' life cycle.

Receiver will:

1. Comply with all applicable environmental laws, directives and regulations.
2. Maintain files of turn-in documents in accordance with current environmental regulations.
3. Process all hazardous re-use material requirements through the FISC HAZMIN Center.
4. Fund a 5% cost recovery charge on all HM re-use issues made to defray HAZMIN Center related expenses which include pick up/delivery services, empty container tracking/disposal, and consumable support. (This charge is subject to review by all parties on an annual basis.)
5. Provide the HMC with a Hazardous Authorized Use List which itemizes all hazardous reuse material items to support receiver's needs and will only request material on the current customer UAL. Review and update list annually. Receiver's Safety /Environmental Office will approve updates to the AUL prior to HMC issuing the reuse material.

FACIL CONSTR Facility Construction and Major Repair

Includes liaison services for minor construction, alterations, additions, and major repairs required to modernize, replace, expand or restore real property. Also, includes related planning and design.

Supplier will:

1. Act as a liaison for any construction, alterations, additions and/or major repairs required to modernize, replace, expand or restore real property and related planning and design services.
2. Act as a liaison for Host-nation funded construction (GOJ Facilities Improvement Projects).

Receiver will:

1. Provide funding to PWC/OICC through the FISC liaison for any construction or major repairs (on a project by project basis) via Military Interdepartmental Purchase Request (MIPR).
2. Comply with GOJ directives for facilities construction and/or Host-nation construction.
3. Conduct at a minimum, annual walk-thrus of DDYJ facilities located at Yokosuka, Yokohama and Sasebo.

FACIL REPAIR Facility Maintenance and Minor Repair

Includes liaison services for routine and cyclical preventive maintenance and minor repairs required to preserve or restore real property so it may be used for its designated purpose.

Supplier will:

1. Act as a liaison for DDC, delivering funding documents to the PWC/OICC for completion of all DDYJ work orders, minor repairs and recurring maintenance.
2. Act as an inspection liaison for all work performed by the PWC/OICC.
3. Provide feedback and complete reports as requested by the DDC.
4. Act as a liaison for Annual Inspection Summary (AIS) and BASEREP for all DDYJ facilities.

Receiver will:

1. Provide the FISC liaison an example of reporting requirements and data elements desired for collection.
2. Conduct at minimum, annual walk-thrus of DDYJ facilities located at Yokosuka, Yokohama and Sasebo.
3. Request services through the FISC liaison.
4. Provide funding to PWC/OICC through the FISC liaison for any construction or major repairs (on a project by project basis) via Military Interdepartmental Purchase Request (MIPR).

FINANCE Finance and Accounting

Includes processing of payroll and leave accounting to Defense Finance & Accounting Service and as required by the GOJ.

Supplier will:

1. Provide processing of all DDYJ MLC payroll, and process time and attendance through DCPS into DFAS, Charleston, SC for DDYJ USCS personnel.
2. Provide processing and preparation of payment vouchers for MLC travel.

Receiver will:

1. Provide time and attendance (T&A) plus exception labor hours based on workload/function being performed as requested.

FUEL SVCS Fuel Services

Includes cost of fuel oil and gasoline.

Supplier will:

1. Provide fuels as needed for passenger vehicles, trucks, WHE or MHE to the receiver at Yokosuka only.

Receiver will:

1. Complete necessary paperwork to obtain fuels from FISC gas station at Yokosuka and through PWC, Det at Sasebo.

MAIL POSTAGE Mail Postage Service

Includes postage and fees for official correspondence and application there of.

Supplier will:

1. Provide postage for official correspondence.

Receiver will:

1. Provide postage reimbursement.

MAIL SVCS Mail Service

Includes collecting/accepting, sorting, routing, and delivery of official/guard, Japanese mail and personal correspondence on DOD installations and in DOD owned or leased facilities.

Supplier will:

1. Provide for the acceptance, storing, routing and delivery of incoming/outgoing official, Japanese mail and personal correspondence.

Receiver will:

1. Provide outgoing mail to supplier.

MIL PERS Military Personnel Support

Supplier will:

1. Provide country clearance /welcome aboard message support.
2. Provide FITREP/EVAL technical support.
3. Provide PLR support and interface with PSD Yokosuka.
4. Maintain transfer/gain database for DDYJ and FISC.
5. Produce quarterly CNFJ Strength Status Report.
6. Provide NJP/UA/Desertion technical assistance.

Receiver will:

1. Request services as needed.

MISC SVCS Miscellaneous Services

Includes collateral duties and miscellaneous services.

Supplier will:

1. Provide MHE licensing services for USCS and military personnel on a non-reimbursable basis for Yokosuka only.
2. Provide crane and operator services at DDYJ, Sasebo only.
3. Provide collateral duties as outlined in the joint collateral duty notice.

Receiver will:

1. Request MHE licensing services for USCS and military personnel as needed at Yokosuka only.
2. Request crane/operator services as needed.
3. Provide collateral duties as outlined in the joint collateral duty notice.

PURCH/CONTR **Purchasing and Contracting Services**

Includes acquisition and contract administration services for procurement of equipment, services and supplies.

Supplier will:

1. Provide contracting support for all local small and large purchase contracts. Supplier will apply the exchange rate to economy awarded contracts as indicated in the annual DDC FCF letter.
2. Will include following paragraph on all contracts: "An AAS number must be included on all invoices prior to payment".
3. Will provide government purchase card training to DDYJ personnel.

Receiver will:

1. Provide the supplier with an annual letter designating the rate of Yen exchange to be applied to all contracts that will be awarded on the economy. The DDC may update this letter as the economic situation warrants.
2. DDC financial team will provide the AAS number for each contract at the time of the request for the contracting service.
3. DDYJ will forward a command signed copy of the DD1149 or other funding request documentation to DDC for approval and for application of AAS number.
4. DDYJ will provide FISC contracting a list of approved credit card holders, approving officials and alternates for government purchase card training. DDC procurement will monitor cardholders and review invoices for accuracy and compliance with DOD policy.

REFUSE **Refuse Collection and Disposal**

Includes liaison services for the collection and disposal of trash and waste materials.

Supplier will:

1. Act as a liaison for waste collection, disposal and recycling.

Receiver will:

1. Comply with all directives.
2. Participate in base-wide recycling programs.

RESERVE/CONT **Reserve Support/Contingency Planning**

Includes Reserve and Contingency Planning support which entails all aspects of Reserve Program management, to include coordination of training requirements.

Supplier will:

1. Maintain all aspects of the reserve program management for DDYJ to include the coordination of all annual training requirements in the Physical Distribution area for the supplier's six (6) organic units as well as other units that request annual training support. This support will include the mobilization training required in Physical Distribution and contributory support projects for DDYJ.
2. Provide all aspects of contingency planning support to DDYJ. This support will enable the supplier to execute its logistics support requirements outlined in the OPLAN for this AOR.
3. Keep DDYJ informed in the planning process and abreast of changing requirements.

Receiver will:

1. Coordinate and include reservists with supplier in peacetime and wartime scenarios.
2. Participate in OPLAN contingency planning.

SAFETY

Safety

Includes operation of safety programs, educational support, and promotional efforts.

Supplier will:

1. As as a liaison by assisting in the coordination of the DDC/DLA program for approximately 466 personnel.
 2. Act as a liaison on inspections and reporting of unsafe working conditions, directives violations, etc..
- Written reports of workplace inspections will be forwarded to the receiver for action.
3. Assist in maintaining safety and and health workplace deficiency abatement logs to assure orderly correction of these deficiencies.
 4. Assist in identifying, recommending, and approving personal protective equipment and supplies for procurement by DDC-DDYJ.
 5. Act as a liaison for safety training of DDYJ personnel i.e. supervisory safety training (new and refresher) as well as new employee safety training.
 6. Coordinate MLC injury compensation procedures through LMO for occupational injuries.
 7. Identify MLC employees who should be put into a special medical examination by conducting Industrial Hygiene surveys such as, but not limited to hearing loss program and aesbestos program, and coordinate the enrollment of such employees to Japanese OSH (JOSH) requirements.
 8. Coordinate with LMO and Industrial doctor's periodic workplace sanitary inspections, which is also required by JOSH.
 9. Coordinate on other special/one time JOSH related training, inspections, events, etc.

Receiver will:

1. Comply with applicable OSHA/DLA/JOSH safety regulations and coordinate/cooperate with FISC safety liaison and DDC Safety Officer.
2. Assign a representative as a point of contact to the depot safety office to coordinate and implement the FISC and DDC safety programs
3. Initiate action to correct deficiencies as required by applicable directives.
4. Prepare and maintain abatement projects for deficiencies identified during workplace inspections and provide the supplier with quarterly progress reports that cannot be corrected within required time of discovery.
5. Provide reimbursement for a pro rata share of operational costs based on population served. Equipment and supplies will be reimbursed on an actual cost basis.

SECURITY

Security Services

Includes security inspections and oversight for protection of official and personal resources at DOD owned or operated facilities.

Supplier will:

1. Conduct periodic inspections of warehouses/vault areas and perform other support as requested by DDC.
2. Provide key and safe combination control.
3. Provide loss prevention training, annual security awareness training and new employee orientation security training.
4. Conduct annual physical security surveys.
5. Provide access control badges.
6. Prepare paperwork for personnel security clearances as needed.

Receiver will:

1. Provide any DLA/DDC guidance on security issues, policies and instructions.
2. DDYJ will be responsible for the internal physical security of the buildings (see attachment).
3. Evaluate recommendations made by the supplier to enhance depot security. Upon receipt of recommendations, DDYJ will coordinate with DDC.

UTILITIES

Utilities

Includes liaison services for water, sewage, electricity, natural gas, and ground fuel services. Also, includes central generation and distribution of steam, chilled water, and compressed air.

Supplier will:

1. Act as a liaison for utility support for:

- a. Steam
- b. Electricity
- c. Water
- d. Sewage
- e. Ground fuel

Receiver will:

1. Comply with directives relative to energy management.

Executive Summary

14-Apr-99

Agreement Number **N62649-99091-300**

Supplier: U.S. Fleet & Industrial Supply Cent Receiver Defense Distribution Center

MAJCOM NAVSUPSYSCOM

MAJCOM Defense Logistics Agency

Support Category	Title	Reimbursable
ADMIN	Administrative Services	Yes
ADP	Automated Data Processing and Automation Services	Yes
CIVPERS SVCS	Civilian Personnel Services	Yes
COMM	Communication Services	Yes
CUSTODIAL	Custodial Services	Yes
DISASTER	Disaster Preparedness	No
ENTOMOLOGY	Entomology Services	Yes
ENVIR CLEAN	Environmental Cleanup	Yes
ENVIR COMPLY	Environmental Compliance	Yes
FACIL CONSTR	Facility Construction and Major Repair	Yes
FACIL REPAIR	Facility Maintenance and Minor Repair	Yes
FINANCE	Finance and Accounting	Yes
FUEL SVCS	Fuel Services	Yes
MAIL POSTAGE	Mail Postage Service	Yes
MAIL SVCS	Mail Service	Yes
MIL PERS	Military Personnel Support	Yes
MISC SVCS	Miscellaneous Services	Yes
PURCH/CONTR	Purchasing and Contracting Services	No
REFUSE	Refuse Collection and Disposal	Yes
RESERVE/CONT	Reserve Support/Contingency Planning	Yes
SAFETY	Safety	No
SECURITY	Security Services	No
UTILITIES	Utilities	Yes

FUNDING ANNEX

FISC Yokosuka

COMPOSITE LABOR RATES

	FY99	FY00
USCS	\$29.79	\$29.79
MLC	\$1.26	\$2.15

	FTE	FY99	FY00
<u>Automated Data Processing</u>			
Labor	5.0	\$6,552	\$22,360
FY99 = 5 FTE X 1040 hrs X \$1.26 rate			
FY00 = 5 FTE X 2080 hrs X \$2.15 rate			
Non-labor (NIPRNET costs)		\$6,000	\$12,000
<u>Civil Engineer</u>			
(Communication, Custodial, Entomology, Environmental Cleanup and Compliance, Facility Construction and Major Repair, Maintenance and Minor Repair, Refuse Collection and Disposal, Utilities)			
Labor	4.0	\$14,143	\$35,135
FY99 = 3.7 FTE X 1040 hrs X \$1.26 rate + 0.3 FTE X 1040 hrs X \$29.79			
FY00 = 3.7 FTE X 2080 hrs X \$2.15 rate + 0.3 FTE X 2080 hrs X \$29.79			
<u>Environmental Compliance</u>			
Non-labor (hazmin requisitions)		\$8,000	\$16,000
<u>Finance and Accounting</u>			
Labor	1.2	\$1,572	\$5,366
FY99 = 1.2 FTE X 1040 hrs X \$1.26 rate			
FY00 = 1.2 FTE X 2080 hrs X \$2.15 rate			
<u>Mail Postage</u>			
Non-labor (postage costs)		\$7,000	\$14,000
<u>Personnel Services</u>			
(Administrative, Civilian Personnel, Military Personnel, Reserve Support/ Contingency Planning)			
Labor	6.0	\$25,665	\$61,327
FY99 = 5.4 FTE X 1040 hrs X \$1.26 rate + 0.6 FTE X 1040 hrs X \$29.79			
FY00 = 5.4 FTE X 2080 hrs X \$2.15 rate + 0.6 FTE X 2080 hrs X \$29.79			
<u>Miscellaneous Services</u> <i>Sasebo</i>			
Crane Operator (570 hrs/yr)			
Labor		\$359	\$1,226
FY99 = 285 hrs X \$1.26 rate			
FY00 = 570 hrs X \$2.15 rate			
Non-labor		\$1,103	\$2,206
FY99 = 285 hrs X \$3.87 rate			
FY00 = 570 hrs X \$3.87 rate			
TOTALS	16.2	\$70,395	\$169,620